

Gov. Lic No. 1106/073/074
Regd. No. 162619/073/074

COMPANY PROFILE



EMPOWER OVERSEAS PVT. LTD

Tokha- 10, Samakhushi, Kathmandu, Nepal,
Phone No.: +977-1-4982712
Email : empoweroverseas2074@gmail.com
Website : www.empoweroverseas.com.np



LICENCES & CERTIFICATE



 नेपाल सरकार
 उद्योग मन्त्रालय
कम्पनी रजिष्ट्रारको कार्यालय
कम्पनी दर्ताको प्रमाण-पत्र

दर्ता नं: १६२६१९/०७३/०७५

श्री इम्पावर ओभरसिज
 नामको प्राइवेट लिमिटेड कम्पनी संयुक्त २० ७३ साल माघ महिना १३ गते रोज
 ५ मा दर्ता भएको हुनाले कम्पनी ऐन, २०६३ को दफा ५ को उपदफा (१) बमोजिम यो
 प्रमाण-पत्र दिइएको छ।

मिति: २०७३-१०-१३

Government of Nepal
 Ministry of Industry

Office of the Company Registrar

Registration No: 162619/073/074

CERTIFICATE OF INCORPORATION OF COMPANY

This Certificate of Incorporation has been issued to
 M/s Empower Overseas
 Private Limited having incorporated it on the 26 day of January, 2017 pursuant to
 sub-section (1) of section 5 of the Companies Act, 2006.

Date: 2017-01-26

Asst. Registrar

रजि. कम्पनी कम्पनाई नाम कम्पनीको उद्देश्य कार्यालय नति इजाजत प्राप्त गरिएको समीक्षा हुनाले कम्पनी
 अनुसार विनियम अनुसार कम्पनीको कार्यालयबाट लिएर मात्र कम्पनीको उद्देश्य अनुसार कारोबार गर्नु पर्नेछ ।



केन्द्रीय सरकार
श्रम तथा रोजगार मन्त्रालय

वैदेशिक रोजगार विभाग

इजाजत पत्र

इजाजत पत्र संख्या: 106/2199/194

दिनांक: 20/03/1994

वैदेशिक रोजगार ऐन, २०५४ ए वैदेशिक रोजगार नियमावली, २०५४ को खंडीनमा रही वैदेशिक रोजगार व्यवसाय मन्त्रालय मार्फत जारी इजाजत पत्र दिनांक २०/०३/१९९४ जारी गर्नु भएको छ।

इजाजत पत्र प्राप्त गर्ने व्यक्तिको नाम: विश्वराम जोशी
 पद: माल-सिपारि
 दिनांक: २०/०३/१९९४

[illegible][illegible]



PRIME BANK LTD.
 COMMERCIAL
 प्राइम कमर्शियल बैंक लिमिटेड
 (A Class Institution Licensed by Nepal Rastra Bank)

KAMALPOKHARI, KATHMANDU, NEPAL
 P.O. BOX NO. 152012
 Phone No.: 4423432, 4423433, 4423436
 Fax: 4425955
 SWIFT: PCBLNPKA e-mail: info@pcbl.com.np
 www.primebank.com.np

LICENCES & CERTIFICATE

Distributed by:
Nepal Notary Public Council
S.N. 3175247

Government of Nepal
Ministry of Industry
Office of the Company Registrar
(Seal)

Registration No.: 162619/073/074

CERTIFICATE OF INCORPORATION OF COMPANY

This Certificate of Incorporation has been issued to M/S Empower Overseas Private Limited having incorporated it on Thursday, 26th day of the month of January of the year 2017 A.D. pursuant to sub-section (1) of section 5 of the Company Act, 2006.

Date: January 26, 2017 A.D. Sd. Asst. Registrar

Terms: The business as per the objectives of the Company should be carried out only after obtaining permission from the concerned body which is to be obtained in accordance with the law because the registration of the Company shall not be deemed to have also been granted licence for implementation of the objectives.

The Translation Copy is True and Verified
Signature: [Signature]
Date: 07 SEP 2023
Certification Number of the Notary Public: 63
Date of Expiry of Certificate: 10.10.2027 AD
Seal of the Notary Public

Distributed by:
Nepal Notary Public Council
S.N. 6097319

Government of Nepal
Ministry of Labour and Employment
Department of Foreign Employment
(Seal)

Licence No.: 1106/063/064 Date: February 26, 2017 A.D.

LICENCE

This licence has been given to **EMPOWER OVERSEAS PVT. LTD.**, hereby authorizing to carry on foreign employment business, subject to the Foreign Employment Act, 2007, the Foreign Employment Regulation, 2007 and the terms and conditions specified in this licence.

Licence issuing authority:
Signature: Sd.
Name: Bishwa Raj Pandey
Designation: Director General
Date: February 26, 2017 A.D.

The Translation Copy is True and Verified
Signature: [Signature]
Date: 07 SEP 2023
Certification Number of the Notary Public: 63
Date of Expiry of Certificate: 10.10.2027 AD
Seal of the Notary Public

Distributed by:
Nepal Notary Public Council
S.N. 6097320

Table of Renewal

Renewal Date	Validity/Tenure of Renewal	Renewal Fee	Additional Renewal Fee	Signature and Date of Renewing Officer
February 26, 2017 A.D.	18 Mid-July 2017 A.D.			Sd. Section Officer
July 14, 2017 A.D.	18 Mid-July 2018 A.D.			Sd. Section Officer
August 14, 2018 A.D.	18 Mid-July 2019 A.D.	Rs. 20,000/- along with Rs. 10,000/-		Sd. Section Officer
July 14, 2019 A.D.	18 Mid-July 2021 A.D.	Rs. 20,000/-		Sd. Usha Thapaliya Section Officer
February 09, 2023 A.D.	18 Mid-July 2022 A.D. to 18 Mid-July 2023 A.D.	Rs. 20,000/-	Rs. 150,000/-	Sd. Section Officer Renewed according to the decision of the department dated February 01, 2023 A.D.
July 26, 2023 A.D.	18 Mid-July 2024 A.D.	10,000/-		Sd. Section Officer
August 29, 2024 A.D.	18 Mid-July 2025 A.D.	10,000/-		Sd. Section Officer
July 07, 2025 A.D.	18 Mid-July 2026 A.D.	10,000/-		Sd. Section Officer

Terms:
1. No Activities shall be done having opened a branch office without obtaining approval.
2. No Activities shall be done through an agent.
3. No worker shall be sent in any manner to any country other than those countries for which the licence has been obtained.
4. In addition to the provisions laid down in the law in force, the directives issued by the Government of Nepal from time to time shall be complied with.

The Translation Copy is True and Verified
Signature: [Signature]
Date: 07 SEP 2023
Certification Number of the Notary Public: 63
Date of Expiry of Certificate: 10.10.2027 AD
Seal of the Notary Public

Distributed by:
Nepal Notary Public Council
S.N. 3175250

Government of Nepal
Ministry of Finance
Inland Revenue Department

Permanent Account Number (PAN) REGISTRATION CERTIFICATE

Registration Date: 27 01 2017
Income Tax: Day Month Year

Permanent Account No. 6 0 6 0 0 9 3 4 4
Inland Revenue Office: Chabahil

Name of Tax payer: Empower Overseas Pvt. Ltd.
Type of Tax Payer: Private Limited
Address: Ward No. 07, Chabahil
Metropolitan City: Kathmandu, Kathmandu
Business Activity: Foreign employment, Sd. (Seal)

Tax Payer's signature: March 16, 2018 A.D. Tax Officer

Duties to be abided by the taxpayer:
- Bill and invoice shall be compulsorily issued at the time of transaction.
- A person who is going to be registered in VAT, shall submit the statement of VAT and pay amount of VAT within 25 days after expiry of every tax period (every month or every two month or every four month).
- A person who is carrying on the business subject to excise duty, shall submit monthly statement and pay amount of excise duty within 25 days after expiry of every month unless the arrangement has been made otherwise.
- Tax return of every fiscal year shall be submitted by 1st October.
- If Tax return is not submitted and amount of tax is not paid in time, fee interest and fine shall be imposed.
- This certificate shall be displayed at the place of transaction/ main Office in manner conspicuous to all.
- Please keep contact with this office if there is any confusion.

The Translation Copy is True and Verified
Signature: [Signature]
Date: 07 SEP 2023
Certification Number of the Notary Public: 63
Date of Expiry of Certificate: 10.10.2027 AD
Seal of the Notary Public

Distributed by:
Nepal Notary Public Council
S.N. 3175251

Government of Nepal
Ministry of Finance
Inland Revenue Department
Inland Revenue Office, Chabahil
(Relating to Rule 26 of Income Tax Rules, 2059)
(Seal)

Letter No.: 2079.080 These particulars are verified on October 12, 2022 A.D.
Dispatch No.: 900 Date: October 12, 2022 A.D.
No.: 792754168

Subject: TAX CLEARANCE CERTIFICATE

Empower Overseas Pvt. Ltd.
7 - Kathmandu
Permanent Account No.: 606009344

Whereas, you under the jurisdiction of this office has submitted income details to this office for the fiscal year 2021/2022 A.D. on October 10, 2022 A.D. and have submitted the following income tax accordingly, hence this tax clearance certificate has been issued to this effect.

Submission date of Income Details	Transaction Figure Rs.	Taxable Income Rs.	Tax Deposited Rs.
October 10, 2022 A.D.	0.00	0.00	0.00

Sd. October 12, 2022 A.D. Tax Officer

Notable: This certificate has been issued on the basis of the details submitted by that firm/ industry/ company/ institution. If the declared details/statement is found otherwise, this is to inform that the tax shall be assessed pursuant to Section 101 of Income Tax Act, 2058.

The Translation Copy is True and Verified
Signature: [Signature]
Date: 07 SEP 2023
Certification Number of the Notary Public: 63
Date of Expiry of Certificate: 10.10.2027 AD
Seal of the Notary Public

MESSAGE FROM CHAIRMAN



TARA MANI RAI
Chairman



Greeting from Nepal

This is my pleasure to introduce **Empower Overseas Pvt. Ltd.**

As one of the leading and professional recruiting manpower company based in Kathmandu, Nepal, supplying appropriate human resource to various countries, especially to gulf and Malaysia. I would like to inform our valued clients that Empower selects human resource, with our competent and experienced staff members in given period of time for the clients with strong screening method. I always believe that dedicated, honest and professional human resource can help in the development of assigned job, as Empower is bridge in between opportunity and the human resource, that's why we are concerned for the best output. At last, I would like to convey the message that we undertake the responsibility to provide the right man for the right job at the right time as "service is our motto" I am looking forward to work with your organization for our mutual benefit. Thank You.

MESSAGE FROM INT'L MARKETING DIRECTOR



PRADIP KUMAR SHRESTHA (Yagya Raj)
Int'l Marketing Director

It is our great pleasure to introduce ourselves as one of the fast growing recruitment/ manpower agency operating in Nepal.

We would like to bring it to our valued client's notice that Empower Overseas Pvt. Ltd., with its competent staff member stands for quality services in order to meet required demands of the clients.

We always consider the fact that the human potential should be utilized to the maximum extent for the betterment of the world. Hence, our priority is always to bridge up the opportunities and the human resources. In short, we undertake the responsibility to provide the right worker for the right job.

We look forward to working with your esteemed organization in the days to come with mutual benefits.

Assuring you of quality services.

MESSAGE FROM INT'L MARKETING DIRECTOR



KHIM PRASAD RAI
Int'l Marketing Director

Dear Clients & Employers,

It is great pleasure to introduce ourselves as a specialist in the field of Manpower Recruiting. we are here for you to give the best of human work force, Whether our candidates with previous overseas employment experience, or those entering into overseas assignments for the first time, we ensure they're available at the most competitive pay scales, and yet prepared in every which way to deliver maximum efficiency. Even our continual expansion in workforce and client base cannot deter our commitment to you, or compel us to compromise on our quality.

Having ingenious quality, we built a glorious reputation providing a total co-operations & services to our valued & respected clients promptly, efficiently, and providing more workers as required by the principal. We always keep our client's interest in the highest priority in order to place the workers. We used to recruit manpower as professionals, Highly Skilled, Skilled, Semi-Skilled, Unskilled workers having knowledge of English & Hindi speaking within shortest possible time as required.

You may contact us on any business day for any inquisition regarding the further information about our organization and services.

About us

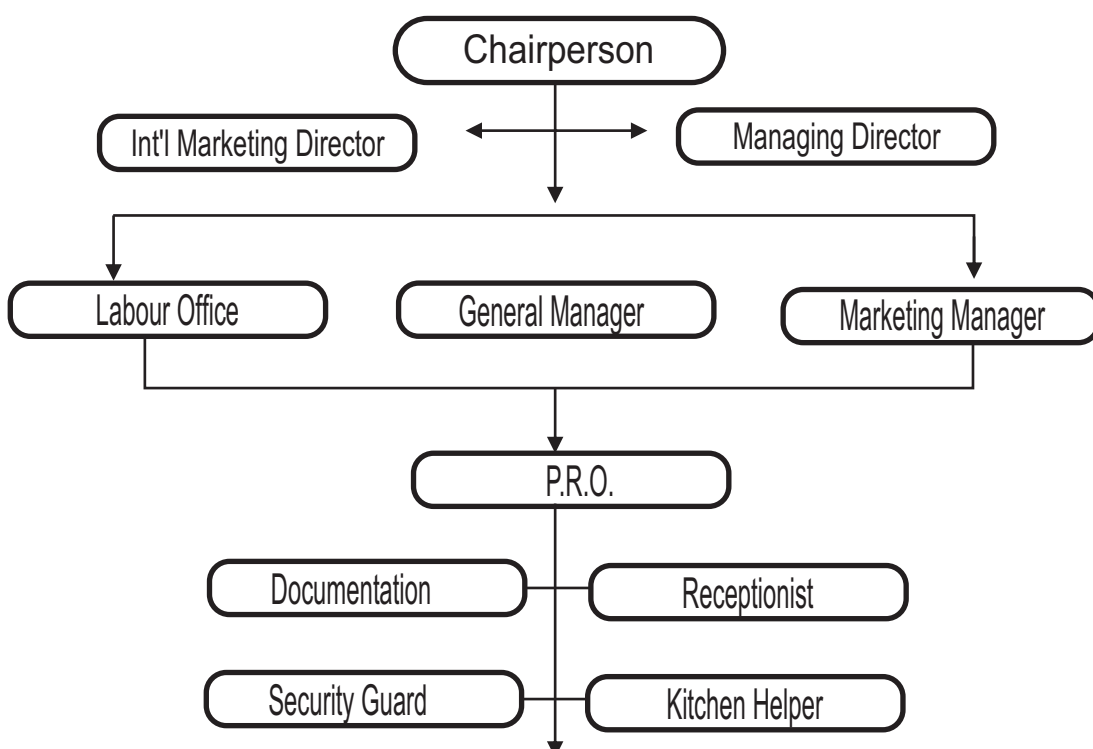


Empower Overseas Pvt. Ltd. is a registered recruitment agency in Nepal supplying unskilled, semi-skilled manpower to various industries in Europe Asia & Middle East. The main industries of focus include: Hospitality, Agriculture Transportation, Construction, Manufacturing, Security and Various Others.

We are glad to introduce ourselves in the field of manpower recruiting companies in Nepal with enrich experience in the local and foreign market. We are found to be most specific and reliable with its expert team and its vision to look after why foreign employment is so vital for today's generation.

Our mission to provide our clients and candidates with the excellent recruitment services based on mutual trust and the highest professional standards driven by quality and cost consciousness.

ORGANIZATION CHART





Required Documents

Demand Letter

An original copy of Demand Letter from the foreign employer containing details of required number, category and salary offered accordingly attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available in the country.

Guarantee Letter

An original copy of Guarantee Letter duly signed by employer and attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available.

Agency Agreement

An original copy of Agency Agreement from the foreign employer containing details of required number, category and salary offered accordingly attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available in the country.

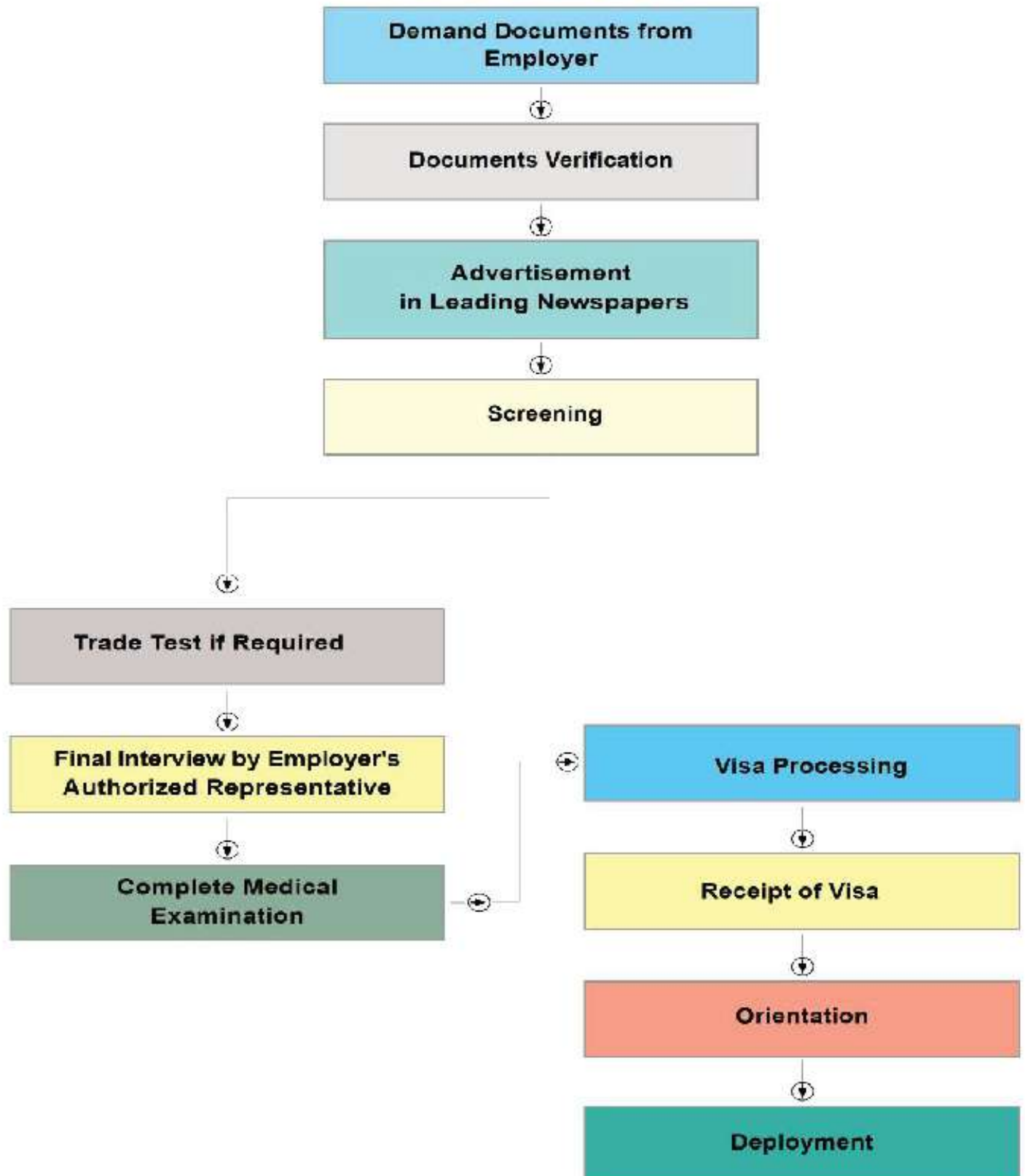
Power of Attorney

An original copy of Power of Attorney from the foreign employer containing details of required number, category and salary offered accordingly attested by the Chamber of Commerce and Ministry of Foreign Affairs of the respective country and Nepal Embassy if available in the country.

Employment Contract

An original copy of Employment Contract providing guarantee to the Ministry of Labour, Nepal, stating the workers will be working as per the attested documents provided.

RECRUITMENT Procedure



CATEGORIES

From Nepal



HOTEL

- Manager
- Accountant
- Cook Continental/Indian
- Chinese
- Cashier
- Store Keeper
- Time Keeper
- Receptionist
- Steward
- Waiter / Waitress
- Bell Boy
- Cleaney
- Room Boy
- Gardener



CATEGORIES

From Nepal



SECURITY GUARD

- ☛ Civil Security Guards
- ☛ Ex-Army Security Guards
- ☛ Ex-Police Security Guards
- ☛ Ex-British Gurkha Guards
- ☛ Gate Keepers
- ☛ Body Guard
- ☛ Security Personnel
- ☛ Watchman



MASONRY WORK

- ☛ Marble / Chips
- ☛ Brick / Block / Plaster
- ☛ Steel Fixer
- ☛ Helper



PIPING WORK

- ☛ Plumber Industrial
- ☛ Plumber Building
- ☛ Helpers



CATEGORIES

From Nepal



CAREGIVERS

- Nany
- Cleaners
- House Keeper

ADMINISTRATIVE CLERICAL

- Manager
- Administrative Officer
- Accountant
- Camp Boss
- Administrative Assistant
- Store Keeper
- Computer Operator
- Clerk / Typist
- Time Keeper

MEDICAL PERSONNEL

- Doctors
- Admin. Officer
- Warden
- Pharmacists
- Nurse (Male/Female)
- Accountant
- Store Keeper
- Cashier

SUPER MARKET

- Manager
- Accountant
- Supervisor
- Cashier
- Storekeeper
- Salesman
- Computer Operator
- Cleaner



CATEGORIES

From Nepal



PROFESSIONAL

- ✦ Civil Engineer
- ✦ Mechanical Engineer
- ✦ Chemical Engineer
- ✦ Electrical Engineer
- ✦ Agricultural Specialist



SKILL & UNSKILLED LABOUR

- ✦ Laundry & Iron Man
- ✦ General Labour
- ✦ Cleaner Labour
- ✦ Construction Labour
- ✦ Garbage Man
- ✦ Gardener

CARPENTRY WORK

- ✦ Furniture Carpenter
- ✦ Joinery / Assembler
- ✦ Shuttering Carpenters
- ✦ Helpers

MECHANICAL WORK

- ✦ Mechanic Heavy Duty
- ✦ Diesel Mechanic
- ✦ Mechanic Light Duty
- ✦ Auto Painter
- ✦ Body Repairer
- ✦ Welder
- ✦ Tire Repairer

OPERATOR - DRIVER

- ✦ Heavy Equipment Operator
- ✦ Heavy Duty Driver
- ✦ Light Duty Driver
- ✦ Time Keeper
- ✦ Sweeper
- ✦ Cleaner (Male/Female)
- ✦ Gardener

ELECTRICAL WORK

- ✦ Electrician Industrial
- ✦ Electrician Building
- ✦ Electrical Motor Rewinder
- ✦ Helper



COMPANY PROFILE

Company Name	: Empower Overseas Pvt. Ltd.
Govt. Lic. No.	: 1106/073/074
Govt. Regd. No.	: 162619/073/074
PAN	: 606009344
Types of Service	: Foreign Employment Service
Chairman	: Tara Mani Rai
Address	: Tokha-10, Kathmandu, Nepal
Telephone No.	: 977-1-4982712
Email	: empoweroverseas2074@gmail.com
Registration	: Government of Nepal, Department of Labour and Employment, Office of Company Register, PAN (Inland Revenue Department)

VISION MISSION VALUES

Vision

Our Vision is to be the definitive HR Consultancy and Recruitment Solutions partner for all our clients.

Mission

To provide the insight knowledge of Human Resource thereby the reason and desire to always use the best Human Resources practices.

Values

We give our commitment to a service that at all times:

- Develops and empower individuals, teams and organizations.
- Provides ongoing support and advice.
- Develops programmes, processes and systems that "fit" organizations and meet their needs.
- Provides an emphasis on practical skill development based on proven management theory.
- Is committed to professionalism and excellence.
- Provides clients with value for each Dollar invested

Our Unique Services

- We recruit and retain the highest caliber of experienced employees with proven ability of providing customer service excellence at all times.
- They will create stringent recruitment strategies bespoke to your business need, which will outline a cost effective method of recruiting new talent into your organization along with timescales involved.
- As a standard element of the recruitment process, each candidate is assessed through a competency based interview and objectively presented with full interview reports.
- We invest time to ensure that we understand your business; its organizational make up, culture, strategic direction, performance goals and competitive position.
- Professional Standards we conduct our business following strict ethical standards, maintaining complete confidentiality for candidates and clients alike.

SAMPLE DOCUMENTS

SAMPLE OF REQUIRED DOCUMENTS (QATAR)

Demand Letter

Date:.....

TO,

Empower Overseas Pvt. Ltd./Govt. Lic. No: 1106/073/074

Tokha-10, Samakhushi, Kathmandu

Sub: DEMAND LETTER

We require service of following personnel from Nepal as per the detailed term and conditions give below:

S.No.	Category	Quantity	Salary
1.		QR.	

- Place of Employment : Qatar
- Period of Contract : 2(Two) Years
- Probation period : 3 (Three) months
- Working period : 2 hours per day, 6 days per week
- Accommodation : Provided by the company
- Transportation : Provided by the company
- Leave Benefit : As per Qatar Labor Law
- End of Service Benefits : As per Qatar Labor Law
- Medical : As per Qatar Labor Law
- Overtime : As per Qatar Labor Law
- Air Ticket : One Air Ticket every two years
- Resident Permit Cost : Provided by the company
- All Other terms & condition : As per Qatar Labor Law

The individual employment contracts will be signed obtaining the employment visa only ;

Yours Truly,

For.....

Chairman

Date:.....

Guarantee Letter

To,

Ministry of Labour department

Kathmandu, Nepal

Subject : Guarantee Letter

Dear sir,

With due respect, we hereby guarantee that we will provide employment to all Nepalese worker being recruited for the position of as a demand letter by our local agent M/S Empower Overseas Pvt. Ltd./Govt. Lic. No: 1106/073/074 in our company " Nature Stone & Marble Factory " in the territory of Qatar , during their contract period of 2 years .

For

.....

Chairman

POWER OF ATTORNEY

Do hereby appoint M/S Empower Overseas Pvt. Ltd./Govt. Lic. No: 1106/073/074 Tokha-10, Samakhushi, Kathmandu Nepal to be true and lawful attorney and recruiting agent in Nepal for the purpose of handling all the affairs associates with recruiting of workers for employment with our company, to sing all necessary documents and employment contracts required by the laws and regulations of Nepal, to arrange for passport and for visa endorsement with the embassy concerned to make arrange for the working passage to the job side.The power of Attorney shall remain valid till the workers arrive or Company in Qatar and this power of attorney is non-transferable and irrevocable .

For.....

.....

Chairman

Date:.....

Service Agreement

MANPOWER RECRUITMENT AGREEMENT

This agreement signed between M/s.....P.O.

Box:....., Tel No.(974).....FaxNo.(974)

....., Sultanate of Qatar herein after referred to as first party Empower Overseas Pvt. Ltd./Govt. Lic. No: 1106/073/074

Tokha-10, Samakhushi, Kathmandu Nepal herein after referred to as second party hereby agree the terms and condition mentioned below for the supply of Nepalese workers in Qatar .

Basic salary	: QR.....
Place of employment	: Qatar
Category	: As per demand letter
Probation Period	: 3 months
Contract period	: 2 years
Working period	: 8 hours per day, 6 days per week
Overtime	: As per Qatar Labor Law
Accommodation & Transportation	: Provided by Company
Medical Facility	: Provided by Company
Air Ticket	: One air Ticket every two years

Yours Truly,

For.....

.....

Chairman

Empower Overseas Pvt. Ltd./Govt. Lic. No: 1106/073/074

Employment Contract

Ref. No.:

Mr

Passport No.....

Nepal .

Dear Mr.....

Sub : Employment Contract

Further to your application, We are pleased to appoint you as " " in Our company as per terms and conditions give below.

- Basic Salary : QR...../-
- Place of employment : Qatar
- Probation : 3 months
- Contract period : 2 Years
- Working Hours : 8 Hours per day, 6 day per week
- Overtime : As per Qatar Labor Law
- Accommodation & Transportation : Provided by Company
- Medical Facility : Provided by Company
- Air Ticket : One air Ticket every two years

For.....

.....

Chairman

Signature of Employee

Date:.....

SOME REGULAR Clints & Business Partners

From DUBAI



SOME REGULAR Clints & Business Partners

From MALAYSIA



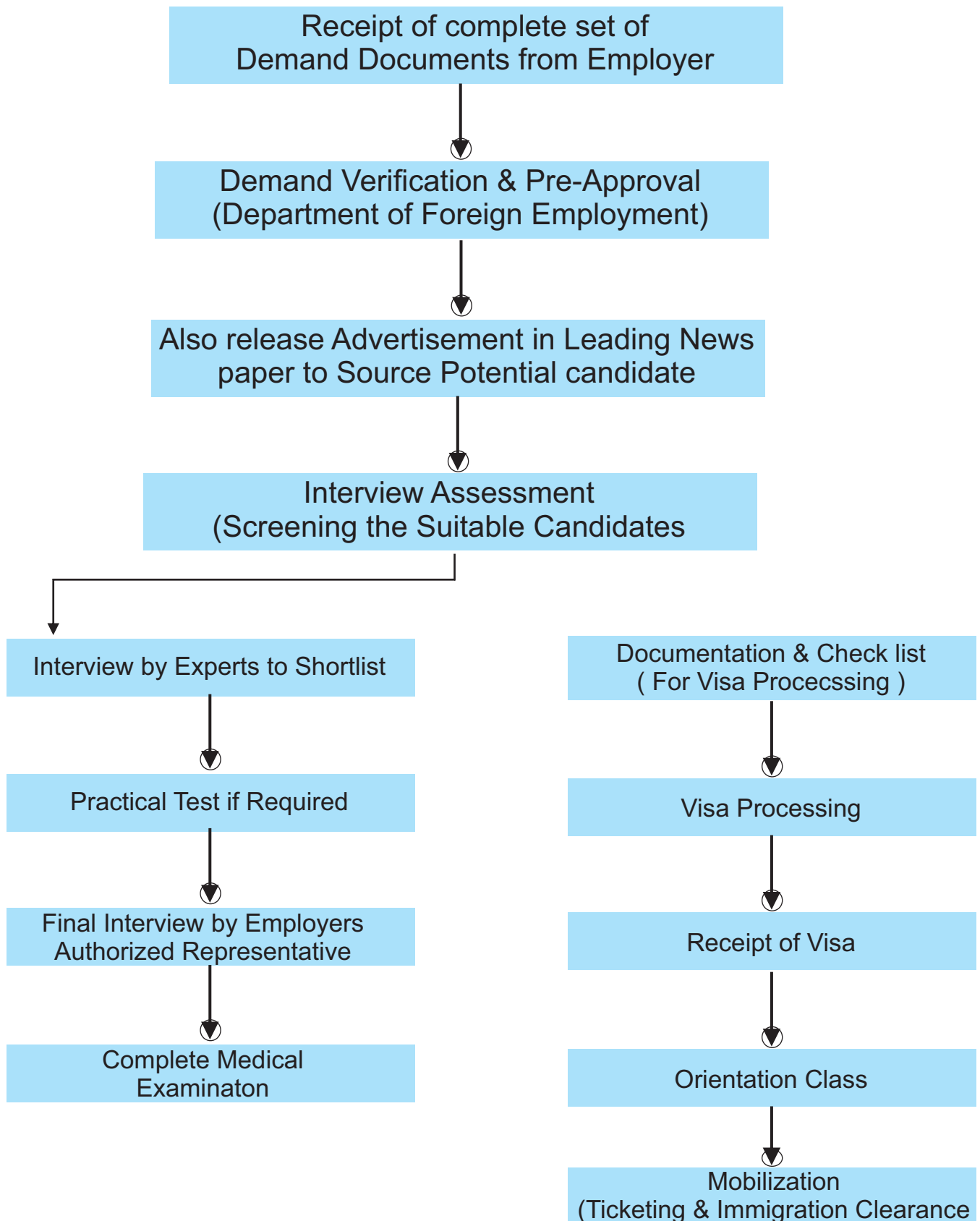
From SAUDI



From QATAR



HOW IT WORK



Annapurna I
8091 m.

Hiunchali
6441 m.

Machhapuchhre
6997 m.

Annapurna III
7555 m.

Annapurna IV
7525 m.

Annapurna II
7939 m.



COUNTRY PROFILE



Location:	Southern Asia, between China and India
Geographic coordinates:	28° N, 84° E
Map references:	Asia
Area:	Total : 147,181 sq km Land : 143,181 sq km Water: 4,000 sq km
Area comparative:	Slightly larger than Arkansas
Land boundaries:	Total: 2,929 km Border countries: China 1,236, India 1,690 km
Coastline:	0 km (landlocked)
Maritime claims:	None (landlocked)
Climate:	Varies from cool summers and severe winters in north to sub-tropical summers and mild winters in south
Terrain:	Terai or flat river plain of the Ganges in south, central hill region, rugged Himalayas in north
Elevation extremes:	Lowest point: Kechana Kalan 70 m Highest point: Mount Everest 8,850 m
Natural resources:	Quartz, Water, Timber, Hydropower, Scenic Beauty, small deposits of Lignite, Copper, Cobalt, Iron ore
Land use:	Arable land : 21.68% Permanent crops : 0.64% Other: 77.68% (2001)
Irrigated land:	11,350 sq km (1998 est.)
Natural hazards:	Severe Thunderstorms, Flooding, Landslides, Drought, and Famine depending on the timing, intensity, and duration of the summer monsoons
Environment:	Deforestation (overuse of wood for fuel and lack of alternatives)
Current issues:	Contaminated Water (with human and animal wastes, agricultural runoff and industrial effluents); Wildlife Conservation; Vehicular Emissions.
Environment-party to:	Bio-diversity, Climate Change, Desertification, Endangered Species, Hazardous Wastes, Law of the sea, Ozone Layer Protection.
International agreements:	Tropical Timber 83, Tropical Timber 94, Wetlands signed, but not ratified: Marine Life Conservation.
Geography Note:	Landlocked; strategic location between China and India; contains eight of world's 10 highest peaks, including Mount Everest (the world's tallest) on the border with China

